

Appendix A- Specification no. 7.4.2-1 EN
Quality requirements for purchase orders

1. General requirements for all purchased items

- 1.1 This specification defines the quality requirements applicable to suppliers / subcontractors and it is an integral part of **Pronat** purchasing conditions.
- 1.2 Requirements of this document are mandatory for each order.
- 1.3 **Pronat** may decide on the scope and level of the incoming inspection performed for an item purchased upon its entry into the Company.
- 1.4 Each shipment must be from the same production batch/lot. Mixed production batches will be returned to the vendor on his expenses.
- 1.5 Humidity sensitive components will be supplied in vacuum packaging.
- 1.6 The following details will be listed on the package
 - 1.6.1 Supplier's name
 - 1.6.2 **Pronat's** purchase order number
 - 1.6.3 Part number according **Pronat** purchase order
 - 1.6.4 Quantity of products in packaging
 - 1.6.5 Warning of static-sensitive components according to IPC 610 D.
- 1.7 The supplier is required to keep the records of the product documents, acceptance documentation, inspections and audits and documentation of production for 7 years from the date of supply or upon special demand of **Pronat**
- 1.8 The supplier must maintain quality management system in accordance with the requirements of ISO9001 in the latest edition.
- 1.9 Performance Indicators: The supplier's performance indicators are monitored by the customer, and if the supplier fails to meet the defined objectives, the supplier will be required to provide an improvement plan against the relevant targets.
- 1.10 The supplier will ensure that all employees associated with **Pronat's** order handling are aware of their contribution to product quality, product safety, and ethical behavior.

1.11 Information and Sustainability Requirements for key characteristics KC, critical items CI or special requirements shall be performed according to customer requirements.

2. General requirements for Catalog items (off-shelf items)

- 2.1 ESD-sensitive items will be supplied in appropriate packaging including protection against electrostatic discharge
- 2.2 Each item will be supplied by the supplier with COC (certificate of conformance).
- 2.3 Raw materials will be accompanied by the manufacturer's COA (material analysis) certificate & COC.
- 2.4 MSDS report will be provided for the supplied materials (if required)
- 2.5 All items/materials with limited shelf life defined by the manufacturer will be supplied with minimum 75% remaining shelf life when received at **Pronat**.
- 2.6 The supplier shall specify the expiry date for each package including production date and special storage conditions if required for materials / products with limited shelf life.
- 2.7 Do not provide electronic components over the age of 24 months.
- 2.8 A valid calibration certificate shall be attached to the measuring equipment by an authorized body- when such equipment is purchased.
- 2.9 If required ROHS/REACH compliance, those components will be accompanied by the manufacturer's declaration to meet this requirement.(ROHS/REACH latest version)

3. General requirements for items manufactured according to the specifications of Pronat

- 3.1. The manufacturing/process must be performed according to the attached documents, in full compliance with the requirements.
- 3.2. It is the supplier's responsibility to make sure that the description of the item and the documents that are detailed/defined it in the order are in an appropriate edition to the Pronat's requirements.

- 3.3. The supplier will flow down and align its subcontractors with the quality requirements of Pronat as far as this order is concerned and will verify requirements when receiving the products from its sub-suppliers.
- 3.4. Supplier shall prepare and submit a deviation/waiver request for all testing, materials, parts or assemblies which do not conform to the requirements specified in the drawings, specifications, Purchase Order, or other applicable product description. Material may not be shipped until **Pronat's** written approval is received and a copy is also included in the shipment of the affected items.
- 3.5. The supplier will report, upon request, on any corrective action taken to prevent reoccurrence
- 3.6. The supplier shall promptly notify **Pronat** about any changes to advertised datasheet parameters, materials, parts, design or manufacturing processes (including prescribed tests) of the articles purchased herein, that affect item's form, fit, function, safety or reliability.
- 3.7. In any event where the order is for subcontracting production operations, the employees involved will have the appropriate qualifications for the production of the requested product, and if necessary, documentation will be provided as proof of their qualifications at the request of **Pronat**.
- 3.8. **Pronat** and its customers and relevant authorities reserve the right to inspect the source of supply or service and the supplier will assure the availability of all necessary provisions. The supplier / subcontractor will allow access to **Pronat** representatives, its customers and statutory and regulatory bodies to inspect the quality system, upon request and subjected to prior coordination
- 3.9. Sub-contractors or suppliers performing special processes as listed below shall notify and approve execution in advance with **Pronat**.
- Chemical Milling
 - Heat Treatment
 - Surface Treatment and Plating
 - Welding, Brazing, Soldering

- Laminated Structures
- Structural Adhesive Bonding
- Hot Forming
- Thread Rolling
- Casting and Forging
- Shot-Peening and Forming
- Non Destructive Testing (NDT)
- Hot Dimpling
- Electrical Discharged Machining (EDM)

3.10. Documents to be attached for each item/material purchased

- Each item will be provided with the subcontractor's/supplier's COC
- Each item will be provided with the original manufacturer COC for the raw materials
- Subcontractor's/supplier's COC reports for special processes
- COT/measurement reports
- If required ,COA of the materials used(Certificate of Analysis)

3.11. For MRB items/materials, The Supplier shall not "repair" or "use as is" products supplied to **Pronat** without previous notifying and obtaining written approval from **Pronat**.

3.12. For First Article Inspection (FAI)

- If requested in the purchase order, FAI shall be performed according to AS9120 standard
- FAI process is to be repeated due to:
 - Changes in products.
 - Changes in manufacturing process.
 - Change of production means (such as Jigs & Tools).
 - Change in personal skills and experience.

- Change of subcontractors performing special processes (such as Heat Treatment, coatings, non-destructive tests, etc.).
- Change in production location.
- Production recommencement after more than 2 years.
- **Pronat** request

3.13. The vendor will refer to key characteristics, KC features as required in the purchased product documentation.

3.14. Statistical sampling shall be carried out according to AQL. 1.5% , C = 0 as defined in the table ZERO ACCEPTANCE SAMPLING PLANS / SQUEGLIA

3.15. Prevention of Foreign Object Damage (FOD) Prevention plan:

The supplier shall carry out processes to prevent Foreign Object Damage (FOD), to detect it and to eliminate it. The supplier's FOD prevention plan shall be submitted to **Pronat** upon request.

4. Prevention of counterfeit materials/components

4.1. Supplier shall have a preventive system for prevention/avoidance of counterfeit material and components

4.2. Supplier shall purchase authentic materials only from the original manufacturer or approved distributor

4.3. Supplier shall maintain and ensure that all purchasing documents, manufacturing traceability, material reports, inspection and testing reports and others, are available and will be sent upon request by **Pronat**.

4.4. The supplier must maintain a system that will ensure the traceability of the supply chain of the components supplied. The traceability of the purchase shall include: details of the supply chain from the manufacturer of the original component to the direct source from which the component was purchased by the supplier, if appropriate, the appropriate supply of paperwork to prove the supply chain from the producer to the final customer.

4.5. The supplier must attach to each shipment the original certificate of conformity (COC) issued by the component manufacturer.

4.6. The vendor must maintain records including DATE CODE, batch/lot numbers and any other documentation attached to the purchase order and the invoice. The supplier must attach to each supply an Original Certificate of Test (COT), if required.

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